

August 11, 2004

MINUTES OF A REGULAR MEETING OF THE TORRANCE CABLE TELEVISION ADVISORY BOARD.

1. CALL MEETING TO ORDER:

The Torrance Cable Television Advisory Board convened in a regular meeting on Wednesday, August 11, 2004, at 7:05 p.m. in the Torrance Community Television Classroom located in the Stanley E. Remelmeyer Telecommunications Center.

2. ROLL CALL:

Present: Commissioners: Carlson, Craft, Haussmann, Taniguchi, Tsao, and Chair Korman

Also Present: Cindy Hibbard, Clerk Typist
Mark J. Doddy, TCTV Coordinator
Michael D. Smith, Cable & Community Relations Manager

Excused: Commissioner Perkins

3. FLAG SALUTE:

Commissioner Taniguchi led the salute to the flag.

4. MOTION TO ACCEPT AND FILE REPORT ON POSTING OF AGENDA:

MOTION: *Commissioner Carlson moved to accept and file the report of the City Clerk on posting of the agenda for this meeting. This motion, seconded by Commissioner Craft, carried with an aye vote.*

5. APPROVAL OF MINUTES

A) July 14, 2004

MOTION: *Commissioner Haussmann moved to approve the minutes for the July 14, 2004, meeting. This motion seconded by Commissioner Tsao, Carlson abstained, carried with an aye vote.*

6. SCHEDULED BUSINESS:

A) Community Matters – NONE

B) Committee Reports

1. Producer Incentive Committee

Commissioner Craft and staff provided the following report.

The TCTV BBQ was a real hit. There was a large attendance and participation. Producers contributed to the smorgasbord of food from Baklava and Lumpia, to Potato Salad and watermelon. Coordinator Doddy managed the grill while producer, Mark Hopkins provided music. Staff introduced guests to the new Panasonic AG-DVX100A'S Camcorder's, and they were also used to document the event.

The Torrance Parks and Recreation maintenance crew (Bernie and Keith) did an excellent job in making the Telecommunications Center yard hospitable.

While dining, Producers discussed upcoming production ideas and established possible show collaborations in the future.

Discussion followed.

MOTION: *Commissioner Craft moved to accept the Producer Incentive Committee Report for July 2004. This motion, seconded by Commissioner Taniguchi, motion carried with aye vote.*

2. 13th Annual TCTV Video Programming Awards Committee

Committee met on July 21st to plan the 13th Annual TCTV Video Programming Awards Ceremony scheduled for January 28th, 2005.

The Committee selected Lucky 13th as the theme for the ceremony. The Committee identified companies they have existing relationships with to solicit donations and will seek support later this month. The Call for Entries form is being drafted, along with updated categories. It will be printed and mailed in September. Selection of hosts will be needed along with confirmation of a band.

Discussion followed.

MOTION: *Commissioner Haussmann moved to accept the 13th Annual TCTV Video Programming Committee Report for July 2004. This motion, seconded by Commissioner Carlson, motion carried with aye vote.*

C) Report of the Community Television Center

Coordinator Doddy discussed statistics for the month. He highlighted 11 new programs were completed compared to 7 in 2003 and 15 in 2002. He also noted studio usage was above average to 72%, while field camera check-outs were low at 19%. Post-production was at 33% this month compared to 32% last year. Two people attended the monthly New Users Orientation Session and one was certified. Two Users enrolled

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and completed the Field and Post-production Workshop. Five Users enrolled the Studio Production Workshop. Two Users enrolled and completed the Pre-production Workshop. Two Users completed the Field and Studio Wavier Exams. Six Producers attended the Producer Posse session.

On July 28th, six Producers came for the Producer Posse shoot day. The structure of the program was decided by the host, Producers Hopkins and Antablin. The show included three 5-minute discussions (jewelry appraisal, rating system, and review of Mark Hopkins's "Personal Collection")

Brief discussion followed.

MOTION: *Commissioner Taniguchi moved to accept the Torrance Community Television Center Report for July 2004. This motion, seconded by Commissioner Haussmann, motion carried with aye vote.*

D) Report of Legislative and Cable Related Activities – July, 2004

Manager Smith gave a brief summary of the report.

Cox Communications Inc. and Time Warner Cable have reached an "interconnect" agreement with Cox Media handling advertising sales in the San Diego area for the two.

Cable operators have never been thrilled by the design of the user-fee program that funds the Federal Communications Commission's \$274 million budget. The budget is fixed; the operators have to collect enough each year to cover the budget. This year, the fee will increase by 4-cents a month per subscriber.

EchoStar Communications Corp.'s Dish Network said it added about 340,000 net new subscribers by June 30th, which it ended with 10.125 million customers.

Time Warner Cable is rolling out a 6-megabit-per-second downstream, 512-kilobit-per-second upstream cable-modem service that will be priced between \$64.95-\$84.95 per month, depending on other services in the video/voice bundle. The speed is double what the MSO offers in its \$44.95-per-month high-speed service.

New CTAM research indicates that digital cable, offering a variety of additional programming choices and unique services such as On Demand, is being adopted rapidly — increasing its penetration level from seven percent in 2000 to 21% in 2004, according to a survey of more than 1,000 U.S. adults.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the Legislative and Cable Related Activities Report for July 2004. This motion, seconded by Commissioner Craft, carried with an aye vote.*

E) Old Business - NONE

F) New Business- NONE

- 1) A recommendation from the Cable & Community Relations Manager that the Chairperson appoint a new member to the 13th Annual TCTV Video Programming Awards Cable Committee.

APPOINTMENT: *Chairwoman Korman appointed Commissioner Perkins to the Committee.*

MOTION: *Commissioner Tsao moved to support the appointment, this motion, seconded by Commissioner Carlson, carried with an aye vote.*

- 2) A recommendation from the Cable & Community Relations Manager that the Chairperson appoint a new member to Cable Television Franchise Renewal Committee..

APPOINTMENT: *Chairwoman Korman appointed Commissioner Perkins to the Committee.*

MOTION: *Commissioner Tsao moved to support the appointment, this motion, seconded by Commissioner Carlson, carried with an aye vote.*

7. ADDENDUM MATTERS – NONE

8. ORAL COMMUNICATIONS:

- a) Manager Smith informed the Commission that two members of his full-time staff had submitted letter of resignation. Kendra Kostelecky, Supervising Producer/Writer has accepted a news anchor position in Montana, and DeAnn Baxter, Community Relations Associate moved to Washington DC as her husband accepted a new position. They both will be greatly missed by the Office, the City, and especially Manager Smith.
- b) Coordinator Doddy expressed pleasure with the turn-out for the back to TCTV BBQ. He was glad to see so many people in the TCTV community.
- c) Coordinator Doddy said he attended his first Wild Wednesday Concert at the Torino Plaza and was impressed with the quality of the program and performance.
- d) Commissioner Carlson said he was sorry that he was unable to attend the BBQ due to a prior commitment.
- e) Commissioner Carlson congratulated staff for the preparation for the awards program.
- f) Commissioner Craft invited everyone to attend the South Bay Children's Health Center event on October 21, 2004, at the Manhattan Beach Country Club. The theme this year is western.
- g) Commissioner Taniguchi expressed that she will miss working with Kendra Kostelecky on various projects including the Sister City Association. She was very professional, easy to work with, and did an excellent job for the city.
- h) Commissioner Tsao congratulated Coordinator Doddy and the rest of the staff for creating a great atmosphere where producers are becoming more enthusiastic about TCTV.
- i) Commissioner Tsao invited everyone to attend Torrance Symphony's annual concert in the Park, at Charles H. Wilson Park on August 22nd at 1:30 p.m.
- j) Commissioner Tsao expressed his pleasure that the Commission is meeting once again in the classroom due to the production studio being in use.
- k) Chairwoman Korman thanked everyone for their support of her during her first meeting as Chairwoman.

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8. ADJOURNMENT:

Chairwoman Korman adjourned the meeting to reconvene on Wednesday, September 08, 2004 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager

Roll Call: Carlson ☐ Craft ☐ Haussmann ☐ Perkins ☐ Taniguchi ☐ Tsao ☐ Korman ☐

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